

## **PUBLIC NOTICE**

Public Notice is hereby given that the State of Delaware, Office of Management and Budget, is soliciting letters of interest from architectural/engineering teams for the following project: **Multi-Purpose Juvenile Facility.**

The project will consist of construction of a multi-purpose one story facility measuring approximately 12,000 sq.ft. to support youth programs and services, including a Juvenile Assessment Center Program. The programs and services will require offices, interview room(s), rooms suited for instructional/group activities, a main entrance waiting area, electronic security video and card access (Honeywell ProWatch) and a staff break room. The interior program spaces will likely consist of offices, interview rooms, separate bathrooms for the staff and clients and a multi-purpose conference room. The required parking needs to be included in the building design. The new facility will be placed on or near the area currently occupied by the Ball Cottage at the Delaware Youth and Family Center, 1825 Faulkland Road, Wilmington, Delaware. The selected team will be required to have the typical building engineering disciplines on their team (structural and mechanical/electrical/plumbing MEP) as well as a civil engineering firm.

Applicants for this RFP should be organizations that have had extensive experience in the successful planning and designing of juvenile facilities. Firms need to be prepared to immediately begin work on this project. The project description above represents all project information available to responders. No studies, program, drawings or other project information is available.

Interested firms shall submit five (5) copies of their replies on or before 4:00 p.m. on Friday, September 16, 2011, to Mark A. DeVore, P.E., Chief of Engineering and Operations, Division of Facilities Management, Thomas Collins Building, 540 S. DuPont Highway, Suite 1 (Third Floor), Dover, DE 19901. Respondent bears the risk of late delivery. Any proposals received after the stated time will be returned unopened. Responses shall include:

- \* demonstrated experience with projects of similar nature
- \* organizational structure (personnel) established for the project including sub-consultants and previous experience (frequency) working with them
- \* defined approach firm/team will implement
- \* knowledge of sites and project requirements
- \* geographical location of main or branch office that will be assigned the project
- \* familiarity with public works (including work in the State of Delaware, the Delaware Code and other local requirements)
- \* fees received by the firm for State of Delaware public works projects in the last five years (include breakdown)

The department seeks to apportion work equitably to interested and qualified firms. The above criteria will be used to select a firm to perform these services. The formal selection process can be found at [http://dfm.delaware.gov/profsrv/documents/aeselect\\_proc.pdf](http://dfm.delaware.gov/profsrv/documents/aeselect_proc.pdf) . All information shall be submitted on GSA Forms 254 and 255, SF 330 or equivalent. Respondents are reminded that the project engineer and architect for this work must be registered in the State of Delaware. Selected firms who reply will be given notice of times and dates for scheduled interviews. Facsimile submittals are not acceptable.

## **END OF PUBLIC NOTICE**

To be advertised starting September 5, 2011.